

CITY OF LEWISTON  
PLANNING BOARD MEETING  
MINUTES for February 8, 2016

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- I. **ROLL CALL:** The meeting was held in the City Council Chambers on the first floor of City Hall and was called to order at 5:35 p.m. Chairperson, Bruce Damon, chaired the meeting.

**Members in Attendance:** Bruce Damon, Walter Hill, Normand Ancil, Sandra Marquis, Paul Madore and Michael Marcotte

**Members Absent:** Pauline Gudas

**Associate Member Present:** Sonia Taylor and Zachary Pettengill

**Staff Present:** David Hediger, City Planner and Heather Hunter, Finance Director

Zachary Pettengill was appointed full voting member for this meeting.

II. **ADJUSTMENT TO THE AGENDA:**

The following motion was made:

**MOTION:** by **Michael Marcotte** to hear L & L Estates first. Second by **Paul Madore**.

**VOTED:** 7-0 (Passed)

- III. **CORRESPONDENCE:** Email from David Hediger to Planning Board dated 2/8/2016 regarding L & L Estates Conditions of Approval and letter from Stoneybrook Consultant to David Hediger dated 2/6/2016

IV. **PUBLIC HEARINGS:**

- b. An application submitted by Stoneybrook Consultants, Inc. on behalf of M & B, LLC to establish a seven lot subdivision for single family homes on land at 4 Matobian Lane and 504 Pond Road with access from an extension of Matobian Lane.

Bruce noted that this item was continued from January 25<sup>th</sup> due to a large number of outstanding items. He asked for clarification on the outstanding issues. Mike Gotto noted all of staffs concerns have been resolved to staff's satisfaction. Bruce asked when covenants will be recorded and Mike Gotto said upon the Board's approval they will be recorded. Paul said he feels the continuation from the last meeting was overstated by Bruce and that staff was comfortable recommending approval at the last meeting. There was no additional discussion.

The following motion was made:

**MOTION:** by **Walter Hill** finds that the application meets all of the necessary criteria contained in the Zoning and Land Use Code, including Article XII, Section 2 and Article XIII, Section 4, 5 and

15 of the Zoning and Land Use Code and to grant approval to M & B, LLC to establish a seven lot subdivision for single family homes on land at 4 Matobian Avenue and 504 Pond Road with access from an extension of Matobian subject to the following conditions:

1. Upon completion of the roadway construction and as part of the roadway acceptance process, easements for the maintenance of roadway improvements outside of the right of way of Matobian Avenue are recorded at the Androscoggin Registry of Deeds. Those easements should reference the approved plans and include easement rights from the current owners of properties located at 435 Old Greene Road as well as 3 and 4 Matobian Avenue.
2. That evidence is provided of the Association Declaration of Covenants documents having been recorded upon the recording of the subdivision plan and prior to any lots being sold or construction activity occurring.

Second by **Paul Madore**.

**VOTED: 7-0 (Passed)**

a) LCIP Final Recommendations

Heather Hunter summarized the LCIP. Heather noted the Finance Committee and the Planning Board historically look to keep debt under 80% and expects City Council to do same.

Heather went over the questions and comments provided from the last meeting and spoke to a number of the school department items.

Discussion followed with what items should be included to keep debt under 80%.

The following motion was made:

**MOTION:** by **Walter Hill** pursuant to Article VII, Section 4(e) of the Zoning and Land Use Code to send a favorable recommendation for the City Council's consideration the adoption of the FY 2017 LCIP, subject to the following reductions and reallocations in an effort to reduce the proposed bonded debt by the \$2,525,762.27 projected to exceed the 80% limit of the average amount of annual debt being retired over the three previous fiscal years:

1. Airport Landside Terminal Parking Lot, p. 14. FY17 reduction of \$350,000.
  - The Board questioned the demand for parking spaces at the airport and recommended postponing the improvements.
2. Oxford Street Parking Lot, p. 32. FY17 reduction of \$85,000.
  - The Board had concerns with construction of the parking lot when there is no current demand for the

- spaces. Furthermore, they questioned the value in developing parking on the site when the long term plan is for this parcel to be redeveloped.
3. Fire Department Purchase of Neighboring Property, p.36. FY17 reduction of \$100,000.
    - The Board did not support the acquisition of 11 Albert Street at this time given that a substation evaluation is being proposed to determine the level of improvements needed at existing stations, including the Lisbon Street substation.
  4. Fire Department Support Vehicles, p. 37. FY17 reduction of \$45,000.
    - The LCIP request is to replace five vehicles. The Board's recommendation is to basically fund four vehicles with a FY17 request of \$175,000.
  5. City Parking Study and Meter Replacement Program, p. 40. FY17 reduction of \$130,000.
    - The Board recognized the need to increase parking fees in appropriate areas and that a study may assist in providing direction on fee structures and ownership of parking garages. However, there was concern with the limited funding available for a study and whether it made sense at this time to switch out meters (as per staff's recommended Alternative 3) when it's not clear where and how spaces should be charged. The Board recommended postponing the study and not fund the LCIP Staff recommendation of Alternative 3 and recommends moving forward with the \$5,000 Alternative 2 added as a FY17 budget item.
  6. Fire Substation Evaluation Study, p. 42. FY17 reduction of \$120,000.
    - The Board questioned the large amount of the request being made for the study; suggested city staff may be able to provide an evaluation of the structures; and, that the request conflicts with the proposed property acquisition for the Lisbon Street substation as the study is being requested in part to determine what is needed for renovations and/or expansions. See #3 above.
  7. Street Maintenance, p. 60-61. FY17 reduction of \$175,000.
    - Under Road Resurfacing FY17, College Street was mistakenly included when it was already scheduled for rehabilitation in 2017; see page 63. This error was confirmed by Public Works. Also, the same section of Crowley Road is included for resurfacing in FY17 and FY20. The Board recommended this be postponed to FY20.



8. Replace Mercury Street Lighting, p. 77. FY17 reduction of \$775,000.
  - The Board was supportive of the overall project. However, they are looking to have the replacement of lights phased over three years: FY17 at \$400,000, FY18 at \$400,000, and FY19 at \$375,000.
9. Kennedy Park Master Plan, p. 82. FY17 reduction of \$200,000.
  - The Board noted that upgrades and improvements are needed in the park. However, there were concerns with the five year \$2 million request being excessive and it was agreed the FY17 amount should be reduced to \$172,000.
10. PW Municipal Garage Vehicle and Equipment Replacement, p. 87. FY17 reduction of \$309,000
  - The Board recognized the need for equipment replacement. In effort to reduce the debt limit, the Board agreed to reduce funding and defer to Public Works as to how to best expend the remaining \$1,000,000 for FY17.

And, that the City Council is strongly encouraged to further reduce the proposed FY17 LCIP expenditures below the 80% limit beyond that of what is currently proposed in the LCIP.

Second by **Paul Madore**.

**VOTED: 7-0 (Passed)**

**V. OTHER BUSINESS:**

- a) Update on Planning Board meeting schedule. David briefed the Board regarding upcoming joint workshops with the City Council.

Walter and the Board congratulated Sandy on receiving Chamber of Commerce business award.

- b) Any other business Planning Board Members may have relating to the duties of the Lewiston Planning Board.

**VI. READING OF MINUTES:** Adoption of the January 11, 2016, and January 25, 2016 and February 1, 2016 draft minutes.

No action taken on minutes at this meeting.

**VII. ADJOURNMENT:** The following motion was made to adjourn.

**MOTION:** by **Normand Anctil** that this meeting adjourns at 8:35 p.m.  
Second by **Paul Madore**.

**VOTED: 7-0 (Passed)**

The next regularly scheduled meeting is for Monday, February 22, 2016 at 5:30 p.m.

Respectfully Submitted:

*Michael Marcotte*  
*CM*

Michael Marcotte, Secretary